

Board of Trustees Meeting

Monday June 27 2022

Present: Stacey, James, Alice, Amber, Charlotte, Bevan, Lisa.

Opened: 6.35pm

No apologies

Moved: Alice

Seconded: Lisa

Principals Report:

- See attached
- Ricoh photocopier discussed. Rock and Pillar Post printing has upped the average overspend by approx \$250 per month. Alice to talk to Patrick Suddaby and let him know the print costs will go up by \$100 per issue. **ALICE ACTION**
- Jim to meet with Canon and find out print price. **JIM ACTION**
- Jim shared the Principal wellbeing breakdown costs. Board approved the expenditure. Wellbeing expense ledger has been created – Jim to ensure that Robyn knows to code teaching personnel etc to that ledger when applicable. **JIM ACTION**

Moved: Lisa

Seconded: Charlotte

Finance Report:

- See attached finance report presented by Charlotte
- Finance is tracking well. Govt grants tracking above budget.
- To revisit camp fundraising at next meeting. Need to find out what the income breakdown is to date. **JIM ACTION**
- Jim to follow up on extra MOE grants for TA funding **JIM ACTION**

Moved: Amber

Seconded: Lisa

Property:

- Update from Jim on LSC project. Has gone over time but should be completed by term 3. Approx \$1300 in budget for joinery ie shelving/table/seating – Jim to offer work to Bruce. **JIM ACTION** Once the office re-jig has been completed and shelves removed etc. Alice, Amber, Lisa and Charlotte will paint the admin area and staffroom. **GROUP ACTION**
- Playground upgrade. Charlotte to attend the next PTA meeting with price indications of what new playgrounds cost. Invite PTA members to a meeting the following week where a project committee will be formed. Group will have Charlotte, Lisa, a staff member and 2 PTA members in the group. **CHARLOTTE ACTION**
- Cyclical maintenance. Dental clinic, tech room and bus shelter are due to be painted. Perhaps could engage someone local to do the work in the summer months. **Revisit at next meeting**

- School repairs and maintenance – Jim has offered Bruce Todd the work. Will do a walk around and a running list of what needs done. **JIM ACTION**
- School signage – classrooms signs. Alice will take changes to the designers for changes. **ALICE ACTION**
- Classroom clean up – wellbeing fund to be spent on relievers so staff can do paid day to sort out/clean up of different buildings at the school. Bevan offered his trailer and rubbish hole. Board members offered to help if needed. **JIM ACTION**

Van

Not a major to get a P licence if and when it is required. Will do so when needed.

MCI has been in touch to advise the van insurance covers our usage of it.

Student achievement

Lisa gave a presentation on her and Kirsty's PD day to Wanaka school on Structured Literacy. A lot of passion and drive for this learning strategy. Staff will take teacher only day for all to attend next training day in Wanaka.

Website

Jim to get Amber to update the enrolment pack with new graphics – then send to Alice to upload to new school website. **GROUP ACTION**

Alice to give any staff and Robyn a short 101 on how to edit the website when needed. **ALICE ACTION**

Uniforms

New jerseys looks very sharp!

Lisa to further investigate sun hats. Staff preferred the gold hat for functionality – easily seen in long grass, kids are easily identified. Amber did point out that they will look dirty quicker.

Discussed the option of a blue hat with gold trim. **LISA ACTION**

Correspondence

- MOE emails

Previous Minutes read and true and correct:

Moved: Stacey

Seconded: Bevan

Meeting Concluded: 9.15pm